

July 13, 2005 Airport Commission Minutes

Chairman Schober called the meeting to order at 8:00 a.m. Vice-chairman Crowley and Commissioner Safro were present. Commissioner Bruce and Secretary Richards notified the Administration office that they would not be at today's meeting. Others present: Michael Neau, Airport Admin; Keith Markano, Airport Admin; Val Ramos, Airport Admin; Chris Wodushek, Waukesha Flying Services; and Captain Eric Severson, Waukesha Sheriff's Dept.

Approve/modify minutes of June 22, 2005 – A motion to approve the minutes of June 22, 2005 was made by Vice-chairman Crowley with a second by Commissioner Safro. The motion passed.

Public comment/correspondence – Captain Eric Severson, Sheriff's Dept, informed the Commission of the passing of Robert Breecher. Mr. Breecher was the son of the first airport manager at Crites field and the family was very active in the field of aviation. Chairman Schober expressed his appreciation to Captain Severson for sharing this with the Commission.

Chairman's report – Chairman Schober said the budget review meeting with the County Executive went very well. Also attending the meeting were Secretary Richards, Mr. Markano, and Mr. Neau. Chairman Schober said the future planning stage for the "Rainbow Road" (connecting Aviation Drive to Grandview Boulevard) is not a priority and would not be happening for a long time.

Airport Manager's report – GE (off Hwy T) requested permission from the BOA to install wind turbines on their site in Pewaukee. The BOA denied their request. Because of the VOR approach to the airport, this cannot be permitted within the HLZ. GE would like to meet with Mr. Markano and the BOA to discuss this further. Environmental Assessment: Mr. Markano said some changes have been made recently in the Advisory Circular regarding runway safety areas specifically to aircraft declared distances for take offs and landings. Mead & Hunt is looking into this to see how this would affect the airport's runway safety areas.

In the past during Mr. Markano's report, Mr. Neau would review the monthly reports with the Commission. Chairman Schober informed the Commission that the review of the monthly fuel, tower activity, weather, and hangar vacancy would no longer take place at the meetings. He appreciated Mr. Neau's time spent on these reports to the Commission and requested the reports still be sent to the Commission for their own review. He also asked that any noticeable increase/decrease in numbers be brought to the Commission's attention at the monthly meetings. Chairman Schober said the airport financials would be reviewed with the Commission during this time. The monthly financials were a part of the Commission meeting before they were discontinued, and Chairman Schober requested this information be provided once again for review.

Financials – Mr. Markano broke down the financials to review with the Commission. He said big items in operating were electric use, airfield lighting supplies, maintenance repair, Tower communication equipment repair and the NDB. He said the roadway account would go up when the 18/36 project starts. Showing right now there is money used in account 6140 (Security Services) for the security repair and maintenance gate project. The incorrect account number was entered when the purchase order was issued. This money will come out of account 5788 (Security Repair and Maintenance) when all of the invoices have been paid and a journal entry will be made to move the money from account 6140 to account 5788. Accounts 6120 and 6121 are used for the mowing and snow removal services at the Airport and are contracted services. Vice—chairman Crowley asked what contracted services were. Mr. Markano explained that these are services that are done on a contract basis (monthly, yearly, seasonal, etc.). Chairman Schober asked Mr. Markano if he could create a spreadsheet showing expenses made and money available that would be easier for the Commission to read.

So far there have not been any problems with the test group using the cards for the new gate security system. This week Mr. Neau and Mr. Markano began the task of assigning cards to airport tenants/users.

Commissioner Safro asked Mr. Markano when the grading and landscaping for the gate project would be completed. Mr. Markano said the grading and landscaping is on the punch list items that need to be completed before the contractor receives the final payment.

Discussion and action on Airport Annual Report – Mr. Markano said the report would be presented to the County at the July 26th meeting County Board meeting. He reviewed the report with the Commission. Mr. Markano said there were some changes this year from Finance. Program Codes are something the County looks at very closely. Finance shifted some items around to other program codes. Vice-chairman Crowley asked who would be present for this presentation to the Board. Mr. Markano replied that the Airport Chairman, Mr. Neau, and he would be at the meeting. He said anyone on the Commission was invited to attend the meeting. Chairman Schober said he and Vice-chairman Crowley would be there for the presentation. A motion was made by Commissioner Safro to submit the annual report to the County Board. Vice-chairman Crowley made a second. The motion passed.

Future Commission agenda items - Vice-chairman Crowley asked for an update on the Aviation Drive subcommittee headed by Mr. Perry. Draw up a Resolution to commemorate Robert Breecher for his years of service to the Waukesha County aviation community.

A motion to adjourn was made by Vice-chairman Crowley with a second by Commissioner Safro. The motion passed.

Meeting adjourned at 8:34 a.m.

Next Commission Meeting: 8:00 a.m. on Wednesday, August 10, 2005

Respectfully submitted

Thomas G Schober
Chairman
7/13/05

TGSvr